

# Preparing for the Release of December 2019 Scores

January 9, 2020

# Housekeeping

- If you have problems hearing the presentation, dial in on a telephone. Dial-in information:
  - in the *Meeting Information* icon at the top-left of the screen
  - in your registration email (messenger@webex.com)
- Dialing in for audio is recommended for best sound quality.
- All attendees' lines have been muted due to the high number of participants.
- For questions or comments, use the “Q&A” function.

# Objectives

Today's session will cover the following topics:

- Initial and Updated Results
- Printed and Additional Reports
- Student Portal
- Teacher Portal
- Analytic Portal
- Data Corrections

# Initial and Updated Results

# Initial Results

- Initial reports are created and reported approximately three weeks after the administration is complete.
- Following the December 2019 STAAR end-of-course (EOC) administration, reports will be posted as noted below.
  - Confidential Student Labels (mailed)
  - Confidential Student Rosters
  - STAAR Report Cards (SRCs)
  - Student Data Files
    - District and Region
  - Summary Reports
    - Campus, District, and Region

# Initial District Results

- Districts will receive an initial set of reports for the December 2019 STAAR EOC administration as noted on the Calendar of Events.
  - “Reports posted to Assessment Management System”
  - January 17, 2020
- Districts can access the below reports in the Assessment Management System via *Reports > Results*.
- STAAR Report Cards (SRCs)
- Final Student Data File (Complete)
- File available in .TXT and .CSV formats
- Summary Reports

# Report Access

- After scoring is complete for each administration, districts have the opportunity to review results before releasing them to their campuses.
  - Users with permission to do so may open report access for all campuses or individual campuses.
  - *Reports > Report Access*
- Access can be opened or closed at any time by authorized users.
- After changes are made, a message appears confirming selected campuses have access to reports or that access is closed.

# Report Access

**STAAR** Assessment Management

Students + Online Testing + Orders + Reports + Structure +

Home / Reports / Report Access

## Report Access

Reporting Access functionality allows authorized district users to open or close campus level access to standard reports.

To change report access settings, select a reporting administration from the dropdown list below, then set the campus(es) to the desired setting (*Open* or *Closed*) in the *District Access Controls* section below.

**NOTE:** Campus-level access defaults to *Closed*. Access must be switched to *Open* by an authorized district level user for campus CTCs and Principals to view their campus reports. All prior administrations are currently open to campus level view and must be closed if campus level access is not desired.

Reporting Administration\*  
2018 AUG STAAR ALG II-ENG III

### District Access Controls

District \*  
A A\_Do Not Use [000000000]

Open All Campus Access to District

Close All Campus Access to District

Total Campuses in District: 1

Total Closed Campus Access: 1 Total Open Campus Access: 0

Access Status: View All Campuses

#	Campus	Campus Access Status	Last Updated By
1	1AAA_Do Not Use Campus [000000005]	<input checked="" type="radio"/> Closed <input type="radio"/> Open	BVanHorn001 Aug 10, 2018 07:45 AM

Update



# Initial Campus Results

- Campuses will receive an initial set of reports for the December 2019 STAAR EOC administration as noted on the Calendar of Events; however, campuses cannot access these reports until the District Testing Coordinator has opened report access to campuses.
  - “Reports posted to Assessment Management System”
  - January 17, 2020
- Campuses can access the below reports in the Assessment Management System via *Reports > Results*.
  - STAAR Report Cards (SRCs)
  - EOC Confidential Campus Rosters
  - Confidential Student Labels
  - Summary Reports

**NOTE: No SRCs are mailed in December, only Confidential Student Labels.**

# Updated Results

- Updated reports are created and posted two weeks after initial reporting.
- Reports are posted to the STAAR Assessment Management System as noted below.
  - Student Data Files
  - District and Region
  - Summary Reports
  - Region Only
  - Updated Confidential Student Labels
  - Updated STAAR Report Cards (SRCs)
  - Analytical Portal
  - Teacher Portal

# Updated District Results

- Districts will receive an updated set of reports for the December 2019 STAAR EOC administration as noted on the Calendar of Events.
  - “Final region reports posted”
  - January 31, 2020
- Districts can access the below reports in the Assessment Management System via *Reports > Results*.
- Final Student Data File (Complete)
- File available in .TXT and .CSV formats

# Updated Campus Results

- Campuses will receive an updated set of reports for the December 2019 STAAR EOC administration as noted on the Calendar of Events; however, campuses will not be able to access these reports until the District Testing Coordinator has opened report access to campuses.
  - “Final region reports posted”
  - January 31, 2020
- Campuses can access the below reports via the Assessment Management System via *Reports > Results*.
  - Updated Confidential Student Labels
  - Updated STAAR Report Cards (SRCs)

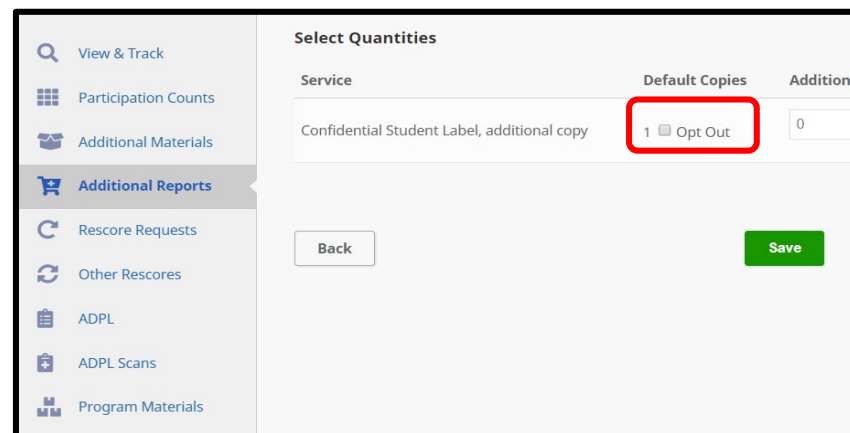
# Updated Monthly Reports

- Updated Student Report Cards (SRCs) are posted to the Scores tab weekly by Thursday and will be included in updated data file postings.
- Updated student data files will be posted monthly in the Assessment Management System beginning on the date noted on the Calendar of Events.
  - “Updated report cards and data files posted”
  - Beginning January 31, 2020
  - The files will then post monthly on or before the 7th of each month.

# Printed and Additional Reports

# Printed Reports

- Confidential Student Labels for the December 2019 STAAR EOC administration will be printed and shipped to districts as noted on the Calendar of Events.
  - “Districts receive printed reports”
  - January 17–22, 2020
- Districts can opt-out of receiving printed copies of the Confidential Student Labels.



The screenshot shows a web interface for selecting quantities. On the left is a sidebar with navigation links: View & Track, Participation Counts, Additional Materials, Additional Reports (highlighted), Rescore Requests, Other Rescores, ADPL, ADPL Scans, and Program Materials. The main area is titled 'Select Quantities' and contains a table with the following structure:

Service	Default Copies	Additional Copies
Confidential Student Label, additional copy	1 <input type="checkbox"/> Opt Out	0

Below the table are 'Back' and 'Save' buttons. A red rectangle highlights the '1' and the 'Opt Out' checkbox in the 'Default Copies' column.

# Additional Printed Reports

- Districts can order additional printed copies of standard reports through Orders > Additional Reports.
- Refer to the [2019–2020 Standard and Additional Reports](#) brochure for more information including a full list of applicable fees.
- Orders are processed twice monthly.
- Billing is processed once per month, approximately 30 days after delivery.



# Additional Printed Reports

- Contact the Texas Assessment Support Center to order a secondary copy of reports for damaged or undelivered labels.
- Districts may order additional reports up to one year following an administration.
  - The order window for the December EOC was December 2–17, 2019.
  - Districts can only order Confidential Student Labels for the December 2019 STAAR EOC administration.
  - Any orders received after December 17 are considered late and will incur additional fees.

# Additional Printed Reports

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Home / Orders / Additional Reports

## Additional Reports

Reporting Admin: 2018 STAAR 5-8 MAY RET MA-RE      District:      Initial Order Deadline: May 18, 2018

Orders for additional reports submitted by the deadline indicated in the [Calendar of Events](#) arrive with the district's standard reports. Additional orders are processed on the 6th and 21st of the month and may incur processing fees.

To place an order, select a *Report Type* and *Organization Level*. If *Campus* is selected in the *Organization Level* dropdown list, select campuses from the left column and click the **Add to** button to add them to the recipient list.

Select the quantities for each report, enter a valid purchase order number, and then choose the **Save** button to submit your order.

Select Type and Recipient(s)

Report Type \*  
Select Report Type ▼

Select Quantities

Service	Additional Fees	Additional Copies
No results found.		

Back Save

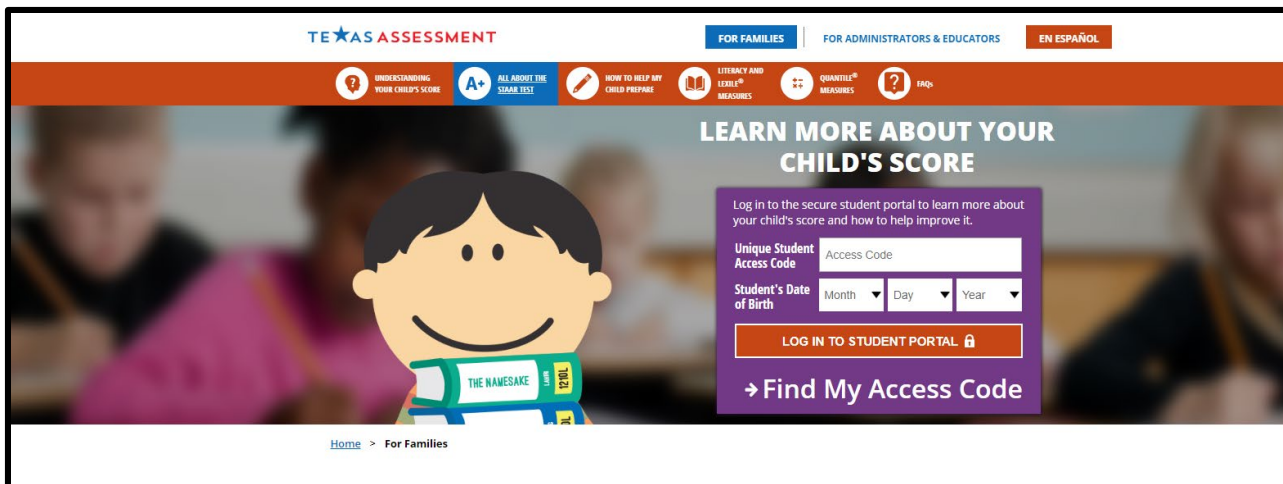
# Results – Student, Teacher, and Analytic Portal

# Online Posting – Student Portal

- Results for the December 2019 STAAR EOC administration will post to the Student Portal as noted on the Calendar of Events.
  - “Student results available in Texas Assessment Portals”
  - January 20, 2020
- Updates to student records will be posted in the Student Portal bi-monthly on or before the 7th and 22nd of each month.

# Online Posting – Student Portal

- Secure access to student results
- List of testing history
- Filter by program and/or administration
- Downloadable STAAR Report Card PDFs



The screenshot displays the 'TEAS ASSESSMENT' website for families. The header includes navigation links for 'FOR FAMILIES', 'FOR ADMINISTRATORS & EDUCATORS', and 'EN ESPAÑOL'. Below the header is a row of icons representing different aspects of the assessment: 'UNDERSTANDING YOUR CHILD'S SCORE', 'ALL ABOUT THE STAAR TEST', 'HOW TO HELP MY CHILD PREPARE', 'LITERACY AND LANGUAGE MEASURES', 'QUANTILE MEASURES', and 'FAQs'. The main content area features a large illustration of a smiling child holding a book titled 'THE NAMESAKE'. To the right of the illustration, the text 'LEARN MORE ABOUT YOUR CHILD'S SCORE' is displayed. Below this, a login form prompts users to 'Log in to the secure student portal to learn more about your child's score and how to help improve it.' The form includes fields for 'Unique Student Access Code' and 'Student's Date of Birth' (with dropdown menus for Month, Day, and Year). A 'LOG IN TO STUDENT PORTAL' button with a lock icon is positioned below the form. A link to 'Find My Access Code' is also present. At the bottom left, a breadcrumb trail shows 'Home > For Families'.

# Online Posting – Student Portal

- Parents can access the Student Portal from <http://TexasAssessment.gov>.
- A unique access code is required to log in.
  - Parents can use a look-up feature to find the access code using their student's information.
- Sample logins for districts and teachers can be found in the *Help Documentation* of the Assessment Management System.

# Online Posting – Teacher Portal

- The Teacher Portal will be updated on January 20, 2020.
- Updates will be posted one day after the final region reports have posted.
- Single sign-on is available through the Assessment Management System for users with appropriate access.
- Customizable Reports:
  - Tabular and graphical summary data
  - Roster and individual student data
  - Disaggregate, filter, drill down, and search options
  - Data analytics (summarize, distribute, scatterplot, and cross tab)
  - Print, download, and save reports and graphs
  - Seamlessly navigate to recently viewed reports across programs

# Online Posting – Analytic Portal

- The Analytic Portal is updated one day after the final region reports have posted.
  - Available to the public (no login needed)
  - Customizable reports and quick reports
  - Tabular and graphical summary formats
  - Disaggregate and filter options
  - Print and download reports and graphs
- Seamlessly navigate to recently viewed reports across programs



# Data Corrections

# Resolutions

- *Students > Resolutions*
- The resolutions functionality is used to identify non-precoded answer documents with conflicting or missing data.
- Resolving these issues ensures the answer document is matched to the correct student.
- Districts have approximately one year to resolve students in Resolutions.

# Resolutions

- The student resolution window is available as noted on the Calendar of Events.
  - “Districts resolve student information and test warnings (Resolutions)”
  - December 17, 2019–January 24, 2020
- Resolutions are viewable once answer documents are scanned for scoring and will be updated through the entire administration.
- Resolutions completed by January 24, 2020, will be included in the final district and region reports; however, districts can continue to resolve student records after this date.

# Resolutions

- Types of resolutions:
  - **Conflicting Student Data** – Data on the answer document conflicts with the record in the student directory.
  - **Potential Mismatch** – Data on the answer document and student directory are mismatched; some of the data appear correct but in the wrong field.
  - **Missing Student Data** – Data are missing from the answer document.
  - **Combination** – There is a combination of missing and conflicting data.

# Resolutions

STAR




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Home / Students / Resolution

## Resolution

Use the functions available via the *Resolution* tab to identify held records of non-precoded answer documents returned with conflicting or missing data. These records may include missing or conflicting PEIMS IDs or any two out of the three other primary fields used to match student records (*First Name*, *Last Name*, and *Date of Birth*). Held records must be resolved to ensure that answer documents are matched to the correct students.

The *Resolved* icon  indicates a previously resolved held record. The *Resolution Required* icon  indicates outstanding held records that require resolution. The *Flagged* icon  indicates that the record is flagged for review.

To resolve an outstanding held record, click the *Edit* icon  in the "Actions" column. To review a previously resolved held record, click on the *View* icon  in the "Actions" column.

Refer to the *STAAR Assessment Management System User's Guide*, available at <https://www.texasassessment.com/technology/>, for detailed instructions on resolving held records and explanations of why score records are held.

### Filter Records Requiring Resolution

District \*

A A A\_Do Not Use [000000000]

No region provided [022950000]

Test Administration \*

Resolution Status

Reason Type

PEIMS ID

First Name

Last Name

Testing Campus

Test Registration Type

Subject

Testing Grade

Test Version

Select a Test Administration

Select a Resolution Status

Select a Reason Type

Select a Testing Campus

Select a Test Registration Type

Select a Subject

Select a Tested Grade

Select a Test Version

Reset Filters

Filter Held Records

# Resolutions

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Users ?

Students

View & Edit

Register

Upload

Student Directory

Resolution

Filter Records Requiring Resolution

District \*  
ETS UAT District #1 New [999999000]  
Training and UAT Region [999999991]

Test Administration \*  
2018 MAY STAAR EOC

Resolution Status  
Select a Resolution Status

Reason Type  
Select a Reason Type

PEIMS ID

First Name

Last Name

Testing Campus  
Select a Testing Campus

Test Registration Type  
Select a Test Registration Type

Subject  
Select a Subject

Testing Grade  
Select a Tested Grade

Test Version  
Select a Test Version

Reset Filters

Filter Held Records

Download Records

Results Per Page 20

Held records matching your criteria: 1

#	Status	Subject	PEIMS	First Name	MI	Last Name	Reason	Actions
1	!	Biology	999222142	SONDRA	---	HHZZ	Conflicting Student Data	

Status Key

! Resolution Required  
There were errors in processing this score record. There was missing or conflicting information on the answer document. This record requires manual intervention to correct the data.

Flagged  
This record has been flagged for review. Contact the Texas Assessment Support Center.

✓ Resolved  
This record has been resolved. It can be viewed, but no longer edited.

# Score Code Changes

- Districts submit score code changes as noted on the Calendar of Events.
  - “Districts submit score code changes (window opens)”
- Districts have approximately one year to change student score codes.
- Score codes may need to be updated in the event that an answer document or online test was submitted with an incorrect score code at the time of testing.
  - Example: A student’s answer document should have been marked as absent but was accidentally marked to be scored.

# Score Code Changes

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Students

View & Edit

Register

Upload

Student Directory

Resolution

Transfer

Test Administration  
2018 MAY STAAR EOC

Collapse All

Subject	Grade	Mode	Score Code	Status	Last Updated	Doc ID	CTR ID	Actions
Algebra I	EOC	Online	Score	Score Received	May 11, 2018	100046961	1000000000032350	

Test Info

Test Version  
Current: STAAR

Braille Indicator  
Current: No Braille  
Change to: --Select Option--

Language  
Current: English  
Change to: --Select Option--

Score Code

Current: S - Score  
Change to: --Select Option--

--Select Option--

A - Absent

O - Other



# Rescores

- If necessary, district testing coordinators (DTC) may submit rescore requests for student(s) after the scores for the administration are posted.
- ETS commits to complete the rescore request within four weeks after it is submitted.
- There are three types of rescore requests that the DTC can submit as noted below.
  - Constructed Response (essay) only
  - Multiple Choice (MC) only – not applicable to online tests
  - Multiple Choice and Constructed Response

# Rescores

**Assessment Management**

[Students +](#)
[Online Testing +](#)
[Orders +](#)
[Reports +](#)
[Structure +](#)
[Admin +](#)

**Orders**

View & Track

Participation Counts

Additional Materials

Additional Reports

**Rescore Requests**

Other Rescores

ADPL

ADPL Scans

Program Materials

Reporting Administration  
**2018 SPR STAAR GR 3-8**

District  
**ETS UAT District #1 New [999999000]**

Campus \*  
ETS UAT District 4 EL

Testing Grade  
04

Subject  
All Subjects

Mode  
All Modes

Availability  
☒ Only view tests available for rescore

First Name

Last Name

PEIMS ID

**Tests matching your criteria: 49**

Results Per Page 20

#	Student ▼	Campus	Subject	Testing Grade	Mode	Score Status ⓘ	Rescore Type ⓘ <input type="checkbox"/> Select All CR <input type="checkbox"/> Select All MC
1	DISTONEOT,GRFOURAB *****0739	ETS UAT District 4 EL 999999443	Writing	04	Paper	Score Received Jun 06, 2018	<input type="checkbox"/> CR Rescore <input type="checkbox"/> MC Rescore
2	DISTONEOT,GRFOURAA *****0738	ETS UAT District 4 EL 999999443	Writing	04	Paper	Score Received Jun 06, 2018	<input type="checkbox"/> CR Rescore <input type="checkbox"/> MC Rescore
3	DISTONEOT,GRFOURAA *****0738	ETS UAT District 4 EL 999999443	Mathematics	04	Paper	Score Received Jun 06, 2018	<input type="checkbox"/> MC Rescore
4	DISTONEOT,GRFOURAD *****0741	ETS UAT District 4 EL 999999443	Writing	04	Paper	Score Received Jun 06, 2018	<input type="checkbox"/> CR Rescore <input type="checkbox"/> MC Rescore

# Questions

# Questions?



# Upcoming Trainings

# Upcoming Trainings

- Registration for New DTCs
  - January 14, 2020
  - Register [here](#)
- Winter Activities for Upcoming STAAR Administrations
  - January 21, 2020
  - Register [here](#)
- Technology Staff Network Configuration, Secure Browser Installation, and Device Set-up
  - February 25, 2020
  - Register [here](#)

# Customer Support

- Texas Assessment Support Center
- Monday–Friday
- 8:00 a.m.–5:00 p.m. (CT)
- 855-333-7770
- [STAAREOC@ets.org](mailto:STAAREOC@ets.org) or [STAAR3-8@ets.org](mailto:STAAR3-8@ets.org)
- Click the chat link in the *Help Documentation* tab in the Assessment Management System.